

MINUTES OF THE MEETING  
OF THE CITY OF COTTONWOOD EMPLOYEE BENEFIT TRUST FUND BOARD  
HELD ON FEBRUARY 4, 2011, AT 7:30 AM  
IN THE OLD TOWN SUBSTATION BUILDING, 817 NORTH MAIN STREET  
COTTONWOOD, ARIZONA

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Board President Craig Hoffbauer called the meeting to order at 7:28 AM. Roll call was taken, with all Board members present.

Board Members Present

Craig Hoffbauer  
Danna Quinn  
Judy Hockelberg  
Linda Norman  
Rudy Rodriguez  
Iris Dobler

Visitors

Board Members Absent

Introduction of Board Members

Judy Hockelberg is the newly named member of the Board. Craig Hoffbauer and Danna Quinn were each re-elected to serve another two-year term. Linda Norman continues to serve as the liaison from the City Council. Rudy Rodriguez discussed that Iris Dobler would be replacing him on the Board, as she is more involved with the day-to-day benefit activities of the City than he is currently.

Approval of Minutes

Linda Norman moved that the minutes from the October 21, 2005 Special Meeting of the Board be adopted; Judy Hockelberg seconded the motion; it carried unanimously.

ITEMS OF BUSINESS

- Discussion of name change of Board from Self Insurance Trust Board (SIBT) to Employee Benefits Trust Board (EBTB).
  - Rudy Rodriguez gave a brief historical view of the SITB, explaining that the City's insurance program used to be self-insured. However, some years ago, it joined a pool of organizations, and is no longer self-insured. Therefore, the suggested name change to Employee Benefits Trust Board better fits the role of the Board at this time.

Judy Hockelberg moved, and Danna Quinn seconded the motion to accept the name change; motion passed unanimously. Rudy Rodriguez will take this recommendation before the City Council.

- Everyone was reminded that this Board is to hold an annual meeting in December of each year, with other meetings being held on an as-needed basis. It was decided to also recommend to Council that modifications be made to the

Municipal Code to allow this Board to have telephonic meetings if needed so members can attend long-distance and vote on matters if they are not available to attend in person.

- Discussion of trust agreement and bylaws – a copy of the trust agreements and bylaws will be emailed to each Board member; a meeting will be set later to discuss these items.
- In addition to the above, Iris Dobler was asked to email the following items to all Board members:
  - Recap of employee benefits
  - Vacation accrual chart
  - Ordinance creating SITB
- Next meeting: election of officers

#### Adjournment

With no further business to discuss, Danna Quinn made a motion to adjourn; Judy Hockelberg seconded; motion carried. Meeting was adjourned at 7:52 AM.

Attest:

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Iris Dobler  
Board Secretary